



DEPARTMENT OF THE ARMY
ARMY CONTRACTING AGENCY, SOUTHERN REGION
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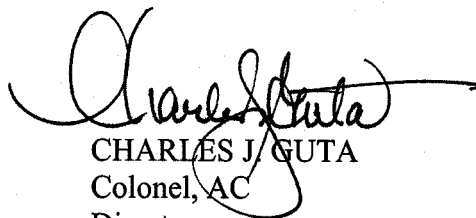
SFCA-SR-COD

17 March 2003

MEMORANDUM FOR Army Contracting Agency, Southern Region Installations

SUBJECT: Southern Region Implementation Memorandum (SRIM) 03-18, Procedures and Guidance to Obtain Authority to Execute and Administer Architect and Engineer (A&E) Contracts

1. This memorandum provides procedures and guidance for Army Contracting Agency Southern Region Directorates of Contracting (DOC) to obtain authority to execute and administer A&E contracts in accordance with AFARS 5136.600-90.
2. The first consideration in initiating authority to execute and administer A&E contracts is partnering with your local Directorate of Public Works (DPW) to support this effort. This partnership is crucial in that the contracting office will draw upon the technical expertise of their In-house trained staff in implementing the A&E process.
3. All DOC personnel involved in A&E Contracting must successfully complete A&E Contracting (DAU CON 243) and Construction Contracting (DAU CON 244). In addition to the primary, a minimum of one back up person is recommended.
4. The primary must receive training/experience in the A&E Contract Administration Support System (ACASS). This class is also recommended for back up personnel.
5. A written request for PARC delegated authority to execute and administer A&E contracts will be approved upon completion of the partnering agreement with your DPW and successful completion of the required training for DOC personnel.
6. For further information contact the Southern Region Contracting Division.



CHARLES J. GUTA
Colonel, AC
Director

Army Contracting Agency – Southern Region
Principal Assistant Responsible for Contracting